

PHYSICAL & MENTAL REQUIREMENTS/WORKING CONDITIONS									
City of Virginia Beach, VA									
Job Title:	Heavy Equipment Operator				Position Number:	P3667			
Sup Org:	PWD 320 Automotive Services	Approver's Name							
Date of Last Update:	June 17, 2024	Approver's Title							
		Reviewer's Name		Steven Coonley					
Fields to the right (Y/N): The position's status AND If the background check must be passed by the incumbent		Safety Sensitive:	Yes	Child Protective Services (CPS) Background:	No	VCIN Background:	No		
		CJIS Certification:	No	PREA Certification:	No	Subject to Barrier Crime Provisions:	No		
REQUIREMENTS									
FREQUENCY: Seldom = Infrequent, < 5%; Occasional = 5% to 25% of time on job; Frequent = 25% to 75% of time on job; Constant = Over 75% of time on job.									
Typical DURATION: Short = < 1 hr per occurrence; Moderate = 1-2 hrs per occurrence; Substantial = 2-6 hrs per occurrence; Long = > 6 hrs per occurrence.									
Physical Demands					Working Conditions				
Element	Condition/Level/Value	Frequency	Duration		Element	Condition/Level/Value	Frequency	Duration	
Standing		Frequent	Short		Working Outside: in all weather conditions		Frequent	Substantial	
Walking		Frequent	Short		Working Alone: out of communication w/others		N/A	N/A	
Sitting		Frequent	Substantial		Extreme Temperatures	At/above 90 degrees	Occasional	Substantial	
Reaching	Lower than shoulder level	Frequent	Short		Below 30 degrees		Occasional	Substantial	
Lifting	Up to 25 lbs.	Occasional	Short		Extreme Wetness		Occasional	Substantial	
	Over 50 lbs.	Occasional	Short		Extreme Dryness		N/A	N/A	
Carrying	Weight: Up to 25 lbs.	Frequent	Short		Exposure to Traffic	Life Threatening Exposure	Frequent	Substantial	
	Distance: Up to 25 ft.	Frequent	Short		High Traffic Low Speed		Frequent	Substantial	
Pushing	Estimated weight-resistance equivalency				Congested Area/Workspace		N/A	N/A	
	Over 50 lbs.	Occasional	Short		Confined Space- Permit REQUIRED		N/A	N/A	
Pulling	Estimated weight-resistance equivalency				Working Below Ground		N/A	N/A	
	Over 50 lbs.	Occasional	Short		Working at Heights (ft.)	N/A	N/A	N/A	
Working Overhead	N/A	N/A	N/A		Noise Level: > 85 decibels TWA for 8 hrs.	Yes	Frequent	Substantial	
	Weight: N/A	N/A	N/A						
Climbing Stairs		Occasional	Short		Vibrations	Heavy equipment	Frequent	Substantial	
Climbing Ladders		Frequent	Short			Tractor with attachments	Frequent	Substantial	
Balancing		Occasional	Short		Body area(s): Ex- Trunk, shoulders, arms, and hands.				
Stooping		Frequent	Short		Dust / Dirt / Particulate		Frequent	Long	
Kneeling/Squatting		Frequent	Short		Radiation		N/A	N/A	
Bending		Frequent	Short		Silica/Fiberglass		N/A	N/A	
Crawling		N/A	N/A		Asbestos		N/A	N/A	
Explosive Strength: Short bursts of muscle force to propel oneself.		Occasional	Short		Aerosols & Gases	Irritant	Occasional	Short	
Trunk Strength: Use of abdominal and lower back muscles.		Frequent	Moderate		Hazardous Materials /Chemicals		N/A		
							undefined		
							undefined		
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.		Frequent	Moderate		Petroleum Products	Liquid	Frequent	Short	
						Grease	Frequent	Short	
Repetitive Limb Movement	Fingers/Wrist	Frequent	Substantial		Electrical Hazard		N/A	N/A	
	Arm/Shoulder	Frequent	Substantial		Fire Hazard		N/A	N/A	
Dexterity	Grasping	Frequent	Substantial		Infectious Diseases Exposure Type(s):	N/A	N/A	N/A	
	Repetitive use of foot controls	Frequent	Substantial						
Repetitive Twisting	Wrist/Elbow	Frequent	Substantial		Symbols:	Ex- Repair sewer pipes; empty residence trash cans.			
	Shoulder	Frequent	Substantial			< equal to or less than	< less than		
Awkward Positions & Motions	Awkward positions	Occasional	Moderate		> equal to or greater than	> greater than			
	Awkward motions	Occasional	Moderate						

Sensory Demands					Working Conditions (cont.)				
Element	Condition/Level/Value	Frequency	Duration		Element	Condition/Level/Value	Frequency	Duration	
Vision	20/40 w/correction	N/A	N/A		Hazardous Surfaces	Steep incline	Frequent	Moderate	
	Depth perception	N/A	N/A			Abrupt uneven surfaces	Frequent	Substantial	
	Color vision (colors)	N/A	N/A			Unstable ground	Frequent	Substantial	
					Other Hazards	Animal/Insect bites/stings	Frequent	Substantial	
Hearing	Conversational level	N/A	N/A			Pinch points	Occasional	Short	
Smell	Burning odor	N/A	N/A			Sharp edges/objects	Occasional	Short	
	Petroleum	N/A	N/A		Hours Worked	Four 10-hour days	Constant		
						More than 40 hours/week	Occasional		
Touch	Distinguish texture	N/A	N/A		Telework Eligible	No			
	Distinguish temperature								
Voice	Limited Verbal	N/A	N/A						
Personal Protective Equipment (PPE)					Equipment Operation & Use				
Category	Type	Frequency	Duration		Category	Type	Frequency	Duration	
Eye and Face Protection	Safety glasses w/side shields	Frequent	Substantial		Motor Vehicles	Sedan/Pickup/Van	Occasional	Short	
						Truck GVWR >= 26,001 lbs. (CDL)	Frequent	Substantial	
					Heavy Equipment	Back hoe	Frequent	Substantial	
						Front-end loader	Frequent	Substantial	
Respiration Protection	N/A	N/A	N/A			Bulldozer	Frequent	Substantial	
Hearing Protection						Road surfacing equipment	Frequent	Substantial	
	Ear plugs	Frequent	Substantial		Other Equipment or Machinery	Tractor w/attachment	Frequent	Substantial	
						Bobcat	Frequent	Substantial	
Head Protection	Hard hat (impact protection)	Frequent	Substantial		Hand-Held Power Tools	Impact drill/wrench	Occasional	Short	
	Rain hat	Occasional	Moderate						
Hand Protection	Leather	Frequent	Substantial						
Foot Protection	Steel/composite toe-safety rated	Constant	Long		Hand Tools and Instruments	Mechanic tools	Occasional	Short	
Body, Arm, and Leg Protection	Traffic vest	Frequent	Substantial		Office Machines & Equipment	Computer	Occasional	Short	
	Rain gear	Occasional	Moderate						
	Cloth coveralls	Frequent	Long						
Operator License					Commercial Driver's License				
NOTE: If CDL is required, show CDL Class in element to right.	Type				VA DMV requires: 20/40 in each eye w/o telescopic lens & ≈140° horizontal vision.	Class C:			
	CDL								
Other physical or sensory demands, working conditions, equipment, hazards, PPE, etc., not indicated above:									
Use this area to log the changes you have made to the Working Condition Summary in the following format: Date - Section & changes made - Your Name.:		06/17/24 - Correction of the background information - SCoonley							

Mental Requirements	
Evaluate based on the level of complexity [least to most] inherent in the job using the examples provided; then select the number from the drop-down list that matches the column which best represents the mental demand required in each element.	
1 Comprehend Verbal Communication - Understand information and directions which are provided verbally	
Job requires the ability to understand and follow:	
Detailed information from a supervisor, a customer, or trainer/instructor which is necessary to the successful performance of job duties.	
2 Communicate Orally - Verbally express thoughts and directions	
Job requires:	
Communicating basic information to co-workers, supervisors, or customers.	
3 Comprehend and Follow Written Material or Instructions - Understand written material, interpret appropriately, and adhere to the procedures stated.	
Job requires ability to comprehend:	
Step by step written instructions where guidance and clarification are typically available.	
4 Written Communication Skills - Express thoughts and directions in writing	
Job requires:	
Ability to prepare basic written information and relay it to others using a basic format such as a form or email.	
5 Maintain an Appropriate Work Pace - The flow or rate of incoming work assignments and the expectations for completion of tasks	
Job requires ability to adhere to work schedule:	
In moderately paced environment with some unexpected assignments.	
6 Perform Complex or Varied Tasks - The variety of tasks and assignments and the level of complexity of those tasks/assignments	
Job requires ability to perform:	
A variety of tasks at the fully functional independent level.	
7 Interact and Relate to Peers, Co-Workers, or the Public - The nature and level of interaction with others required of the job	
Job requires interaction:	
Within the immediate work unit.	
8 Decision Making & Reasoning Ability - The extent to which the job requires logic to analyze information, draw conclusions/ generalizations, and make decisions based on facts	
Job requires:	
Little independent decision making. Established methods and procedures are followed and close supervision is present.	
9 Memory and Recall - The body of stored knowledge required and the retrieval of that information to accomplish duties	
Job requires the ability to:	
Remember detailed methods and procedures and apply them to work being performed.	
10 Flexibility and Adaptability - The extent to which one must adjust to changing circumstances and expectations, take on new challenges on short notice, and/or deal successfully with changing priorities and workloads	
Job requires flexibility and willingness:	
To adjust normal schedule or assume responsibility for tasks outside the normal set of duties.	
11 Attention Span - Sustained attention or the time spent continuously on task without becoming distracted to successfully perform duties	
Job tasks are:	
Varied and typically short in duration requiring only limited focus. Lapses may result in operational or production delays.	
12 Attention to Detail - Thoroughness and accuracy are required to accomplish tasks	
Job tasks:	
Are primarily manual and routine. Inattention to detail could result in operational delays.	
13 Reaction Time - Describes work that requires an immediate response or decision	
Job requires the ability to:	
Provide an immediate response/decision to maintain normal daily operations, procedures or processes. Delays occur if response is not timely.	
14 Direct, Control, and Plan the Work of Others - Determine the time, place and sequence of work procedures, operations, and actions. Establish goals and objectives, motivate, and promote cooperation and teamwork in the work group	
Job requires:	
No supervision or management of staff.	
15 Influence Others - Obtain cooperation from others to accomplish tasks and objectives	
Job requires:	
Little to no cooperation from co-workers or citizens to accomplish assigned tasks.	
16 Stress Tolerance - Ability to perform duties without anxiety when faced with difficulties. Having positive stress tolerance is being able to stay calm in situations of heavy workload, tight deadlines, and/or difficult customers	
Job requires the ability to:	
Tolerate typical work stressors such as deadlines or conflict and maintain composure.	